

## FORM SUMMARY

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<b>Name of Form:</b>	<b>Publication Summons and Notice (Small Claims)</b>
<b>Form Number:</b>	<b>SC-5160V</b>
<b>Statutory Reference:</b>	§799.12(2), 799.12(4), and 799.12(6), 799.16, ch. 985, Wisconsin Statutes
<b>Benchbook Reference:</b>	CV 42-7
<b>Purpose of Form:</b>	To provide a notice of filing to the defendant and for the plaintiff to use for publication as a Class I notice in a newspaper of the existence of a small claims action when the defendant cannot otherwise be served personally or by substitute service.
<b>Who Completes It:</b>	The party who needs to serve the other party.
<b>Distribution of Form:</b>	Original will be filed with the court. The Clerk of Court will authenticate copies. Party will provide to the newspaper for publication.
<b>Accompanying Forms:</b>	Generally none.
<b>New Form/Modification:</b>	Modified; last update 12/07.
<b>Modification:</b>	Defined real estate as property. Added “counterclaim” to “demand”.
<b>Comments:</b>	Mail a copy of Summons and Complaint with a copy of the notice of publication. The newspaper will provide an affidavit of the publication dates that must be filed with the Clerk of Court.
<b>About this Form:</b>	This form is the product of the Wisconsin Records Management Committee, a committee of the Director of State Court’s Office.  <b>As a <i>pro se</i> voluntary form, its use is NOT mandatory but it is required to be accepted and distributed by the circuit courts of the State of Wisconsin.</b>